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Executive Assistant to DCI
Director of Training
Weekly Summary Report

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NO CHANGE in Class. ☐
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2. A fifteen-minute presentation of the CIA Human Resources Program was given by [REDACTED] to the AD's in the DDI's staff meeting on 22 July. The presentation was well received, especially by ORR, OCD and OSI. The AD/IR requested that this program be instituted in his Office as soon as possible and that the first group should consist of the AD himself, his staff and division chiefs.

3. Mr. Morris Allan of the Management Staff, Department of State, requested that he be permitted to attend the Reading Laboratory Course which began on 21 July. Mr. Allan indicated his desire to study our techniques and procedures for the purpose of setting up in the Department a similar Reading Laboratory Course. Five other State Department employees are also attending the course.

4. Arrangements have been completed for [REDACTED] to participate in discussions at Lowry Air Force Base, Denver, Colorado, from 31 July to 1 August inclusive. It is hoped that arrangements can be made for the inclusion of certain CIA speakers in the revised Air Force Intelligence Course.

5. The draft of a proposed charter for a permanent inter-departmental committee on foreign language reference materials has been coordinated with [REDACTED] of the State Department. A meeting is planned between Mr. Jack Gurin, Chief, Linguistic Research Division, AFSA, and [REDACTED] to take place next week before referring the proposed charter to [REDACTED] who will enter on duty 4 August.

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6. A combined total of 109 students is presently enrolled in the introductory and self-study courses in the Language Training Center. In addition, the Laboratory was used for a total of 340 student hours during the week.

7. On 22 July, the Junior Officer group of trainees paid a visit to G-2, Department of the Army, and were given an excellent presentation by a group of officers and civilian specialists. The visit ended with refreshments, and during the social period the trainees were able to talk with a number of the G-2 people.

8. The Chief, Orientation and Briefing Division, made a presentation at the Naval Intelligence School. This is the first time CIA has appeared on that program in almost two years. The reception was cordial, and I believe this speaks well for future close relationships.

10. As of 25 July, 336 CIA personnel are enrolled in TRS training courses and 429 in TMC training courses, making a total of 765 in training programs under the jurisdiction of CTR as a whole.

MB:mrj
cc: MB/P

MATTHEW BAIRD

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